

**HEADQUARTERS
UNITED STATES FORCES KOREA
UNIT #15237
APO AP 96205-5237**

**USFK Regulation
No. 526-11**

19 May 2004

**(Effective 20 May 2004)
Civil Military Operations**

**UNITED STATES FORCES KOREA RELATIONS WITH KOREAN NATIONALS
CONDOLENCE VISITS AND SOLATIUM PAYMENTS**

SUPPLEMENTATION. Supplementation of this regulation and issuance of command and local forms by subordinate commands is prohibited unless prior approval is obtained from HQ USFK (FKJA-CSK), Unit #15311, APO AP 96205-5311.

INTERNAL CONTROL PROVISIONS. This regulation does not contain management control checklists.

- 1. PURPOSE.** This regulation explains condolence visits and solatium payments and establishes payment procedures.
- 2. APPLICABILITY.** This regulation applies to all United States (U.S.) military installations and commands and to all military members and civilian employees of the U.S. Armed Forces in the Republic of Korea (ROK).
- 3. REFERENCES.**
 - a. The following are required publications:
 - (1) DODFMR Volume 5 (Disbursing Operations for Finance and Accounting Offices). Cited in appendix A.
 - (2) Article XXIII, ROK-US Status of Forces Agreement. Cited in paragraph 7.
 - b. The following are related publications:
 - (1) AFM 112-1 (Claims Manual).
 - (2) AFM 177-102 (Commercial Transactions at Base Level).
 - (3) AR 27-20 (Claims).

***This regulation supersedes USFK Reg 526-11, 8 March 1990.**

USFK Reg 526-11

- (4) EUSA Reg 37-100 (The Army Management Structure and Accounting Processing Codes).
- (5) JAGINST 5800.7B (Manual of the Judge Advocate General).
- (6) USFK Reg 10-2 (Installation Management and Base Operations).
- (7) 5AF Reg 177-2 (Solatium Payments).

4. ABBREVIATIONS. Abbreviations used in this pamphlet are explained in the glossary.

5. EXPLANATION OF TERMS.

a. Condolence visit. A personal visit by a representative of the US Armed Forces to express sympathy to an injured person or to the next of kin of a deceased person.

b. Solatium payment. A payment made to an injured Korean national or to the family of a deceased Korean national, in connection with injury, death, or damage to the dwelling or property of a Korean national, when the injury, death, or damage was--

- (1) Suffered in connection with the Korean national's employment with the U.S. Armed Forces.
- (2) Caused by a military member or civilian employee of the U.S. Armed Forces in the performance of official duty.
- (3) The result of an accident involving an official U.S. Armed Forces vehicle driven by an authorized military or civilian driver.
- (4) Caused, other than in the performance of official duty, by a military member or U.S. national civilian employee of the U.S. Armed Forces, who is unable to make a solatium payment from personal funds. If the installation commander considers it in the best interest of the U.S., payment is made from appropriated funds (this paragraph also applies to military members and U.S. national civilian employees who are not stationed in Korea but are either living or visiting in country).
- (5) Solatium payments are valid expenditures and are centrally funded by each service component. Solatium payments are chargeable against each service component's fund cite. The fund cite will be charged on Standard Form 1034 (Public Voucher for Purchase and Services Other Than Personal) and processed as directed locally. Payments for units temporarily in the ROK will be processed by the responsible installation solatium officer and charged to that service component fund cite of the service member or the unit involved in the incident.

c. Military member of the U.S. Armed Forces. Any person who belongs to one of the Armed Services of the U.S. while in the ROK; also, any person who is a member of the Korean Augmentation to U.S. Army (KATUSA) while in the performance of official duty.

d. Civilian employee of the U.S. Armed Forces. Any person of U.S. or third country nationality who is employed by the Department of Defense (DOD) or one of the military Service components as a civilian employee, technical representative, or invited contractor. This term also includes any person of ROK nationality employed by the DOD or by one of the military Service components while in the performance of official duty.

e. Korean nationals. For the purpose of this regulation, the term Korean national includes any Korean citizen residing in the ROK. Korean national employees of the U.S. Armed Forces and KATUSA members are specifically included in this definition.

6. RESPONSIBILITIES.

a. Installation commanders. The installation commander having area responsibility for the area in which the injury, death, or damage occurred is responsible for the administration of the solatium program. Commanders, in coordination with the Staff Judge Advocate (SJA) serving their geographical area, will establish and maintain procedures for administration of the solatium program in compliance with this regulation. The installation commander normally will delegate program administration to a staff officer who is designated as the installation solatium officer.

b. Installation solatium officers. Officers appointed by installation commanders to administer the solatium program will--

(1) Familiarize themselves with policies and procedures for the solatium program as stated in this regulation.

(2) Coordinate solatium processing with the supporting finance and accounting office or finance office to ensure prompt processing in the event of an incident requiring solatium payment.

(3) Coordinate with supporting military police authorities and commanders of tenant units to ensure prompt reporting of accidents or incidents resulting in injuries, deaths, or damages requiring solatium payments.

(4) Report their appointments to the U.S. Armed Forces Claims Service, Korea (Chief, Foreign Claims Division), Unit #15311, APO AP 96205-5311.

(5) Appoint and train subordinate solatium payment officers as needed to obtain payment funds, conduct condolence visits, and deliver solatium payments. At small installations, additional solatium officers may not be required.

(6) Monitor the conduct of the condolence visit and delivery of the solatium payment to ensure compliance with the purpose of this regulation.

c. Installation provost marshals. The installation provost marshal or the functional equivalent will be familiar with policies and procedures of the solatium program and will establish procedures to promptly report potential solatium-generating incidents to the installation solatium officer.

USFK Reg 526-11

d. Installation judge advocates. The SJA or legal advisor serving the installation will be prepared to advise and assist the installation commander or installation solatium officer concerning appropriate operation of the solatium payment.

e. Solatium payment officers. The solatium payment officer(s) will be appointed by the installation solatium officer as needed to implement the solatium program. This officer will be appointed on orders as a Class A agent to the servicing Finance and Accounting Officer (FAO) to perform duties as directed by the installation solatium officer.

f. U.S. Armed Forces Claims Service, Korea. The U.S. Armed Forces Claims Service, Korea, point of contact for solatium matters is the Chief, Foreign Claims Division. The Chief, Foreign Claims Division, U.S. Armed Forces Claims Service, Korea, will be prepared to advise and assist the installation commander, installation solatium officer, or installation judge advocate, in the interpretation and application of the solatium program.

g. Installation Finance and Accounting Officer or Finance Officer (FO). The FAO or FO will maintain a sufficient fund of uncirculated ₩10,000 Won notes for implementation of the solatium program. A copy of each public voucher used for solatium payment will be forwarded to the Chief, Foreign Claims Division, U.S. Armed Forces Claims Service, Korea.

7. POLICY. The Commander, United States Forces Korea (USFK), follows the Korean custom of making condolence calls and payment of solatium. Payment of solatium is made without reference to fault and is not regarded as an admission of guilt or civil liability. Observance of this custom has no bearing on the merit of the claim under Article XXIII, ROK-US Status of Forces Agreement; such claims are adjudged solely by the provisions of that agreement and in accordance with other applicable laws.

8. PROCEDURES.

a. The installation solatium officer will--

(1) Review each incident or accident report involving injury, death, or damage to property of a Korean national. The installation solatium officer will consider the nature and extent of the injuries or damages and whether there was involvement by U.S. Forces which resulted in the injuries or damages. Solatium payment will not be denied solely because the facts do not indicate fault or legal liability on the part of the U.S. Forces. Solatium is based on U.S. involvement rather than U.S. causation. Whenever possible, the determination to make a solatium payment will be made promptly to permit payment within 48 hours of the incident or accident.

(2) Determine whether a solatium payment should be made. Any individual who voluntarily makes a solatium payment out of his personal funds is not entitled to reimbursement by the U.S. Government.

(3) Direct the solatium payment officer to process and make payment as appropriate. The installation solatium officer may personally perform this function at his or her discretion.

(4) Prepare and have certified an SF Form 1034 for an appropriate amount from the schedule listed in paragraph 8 below.

b. The solatium payment officer will contact the servicing FAO or FO to arrange pick up of funds. Normally, the payment officer will present to the commercial accounts section or the disbursing division of the FAO or FO the following documents:

(1) Two copies of the duty appointment, designating the Class A agent to the servicing FAO/FO and the solatium payment officer. (See app A.)

(2) Two copies of the duty appointment, designating a responsible witness for each solatium payment. (See app B.)

(3) A SF Form 1034, certified by the installation commander or the SJA. (See app C.)

(4) A certified DD Form 577 (Signature Card), for the installation commander or SJA if such a card is not already on file with the FAO or FO. A certified DD Form 577 is also required for the witness each time a solatium payment is made. (See app D.)

c. Finance personnel will advance funds to the payment officer in new, uncirculated ₩10,000 Won notes.

9. AMOUNT OF SOLATIUM PAYMENT.

a. To ensure consistency in the solatium program throughout the ROK, the following maximum payment schedule will be used in determining the amount of payment:

(1) Death or critical injury: ₩5,000,000 Won

(2) Serious injury: ₩1,000,000 Won

(3) Injuries or damages to property other than serious injury: ₩500,000 Won

b. A critical injury is defined as a life-threatening injury where probability of survival cannot be determined at the time of assessment. A serious injury is generally defined as a non-critical injury requiring significant medical treatment and inpatient hospitalization in excess of two days. Installation solatium officers will exercise judgment and discretion in assessing the extent of the injury. Although the installation solatium officer will make reasonable efforts to ascertain the extent of injury, payment will not be delayed unduly because of difficulties in determining injury information. When the extent of known injuries cannot be determined in a timely manner, the installation solatium officer may assume that the injuries satisfy the criteria for serious injury unless there is reason to believe otherwise. (Minor or insignificant injuries need not be considered for purposes of the solatium program.)

10. THE CONDOLENCE VISIT. The solatium payment officer and the witness will visit the victim or the victim's family and identify themselves. (The witness should be a mature Korean male, if possible.) The payment officer will explain that the US Armed Forces follow the Korean custom of condolence visits; that the US Armed Forces, the installation commander, and the individual involved regret the incident occurred; and that a token of sympathy is offered. The payment officer will make no statement concerning any ongoing accident investigation(s) or the legal aspects of potential SOFA claims.

USFK Reg 526-11

All claims and other legal issues will be referred to the servicing SJA or the US Armed Forces Claims Service, Korea. The payment officer will then present the payment and an appropriate verbal or written sympathy message in a separate envelope. (See app F.) The payment will be made in a clean white envelope with writing in black ink. **(Do not use red ink.)** In injury cases, the following statement will be hand written in Hangul on the envelope: "Wi mun gum." In the event of death, the following statement will be written: "Cho wi gum."

11. PROCESSING AFTER VISIT PAYMENT.

a. As decorum prohibits asking for a receipt when making a solatium payment, the witness will officially observe the actual payment. The witness will then prepare, in duplicate, USFK Form 66EK-R (Statement of Witness (When Solatium Payment is Paid to Individual Other Than the Victim)), which will be locally reproduced on 8 1/2- by 11-inch paper (app G) or USFK Form 67EK-R (Statement of Witness (When Solatium Payment is Paid to Victim)), which will be locally reproduced on 8 1/2- by 11-inch paper (app H), as appropriate. The witness will sign copies, as applicable, and present them to the solatium payment officer. The solatium payment officer will return to the FAO or FO with signed copies of either the USFK Form 66EK-R or the USFK Form 67EK-R.

b. The FAO or FO will process the SF Form 1034 (app B) and attach the following documents to the form:

- (1) Duty appointment for solatium payment officer.
- (2) Duty appointment for witness.
- (3) Certificate of witness.

c. One copy of the voucher will be forwarded to the U.S. Armed Forces Claims Service, Korea, (FKJA-CSK), Unit #15311, APO AP 96205-5311.

The proponent of this regulation is the Office of the Judge Advocate, USFK. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to the Commander, USFK (FKJA-CSK), Unit #15311, APO AP 96205-5311. This regulation is available electronically at: <https://www-eusa-4.korea.army.mil>

FOR THE COMMANDER:



F. W. MORRIS
Assistant Adjutant General

OFFICIAL:
CHARLES C. CAMPBELL
Lieutenant General, USA
Chief of Staff

8 Appendixes

- A. Sample Format for Appointment of Class A Agent and Solatium Payment Officer
- B. Sample Format for Appointment of Solatium Payment Witness
- C. Instructions for Preparation of SF 1034 (Public Voucher for Purchases and Services Other Than Personal)
- D. Signature Cards
- E. Addresses of ROK District Compensation Committee and U.S. Foreign Claims Commission
- F. Sample Text of Condolence Message
- G. USFK Form 66EK-R (Statement of Witness (When Solatium is Paid to Individual Other Than the Victim))
- H. USFK Form 67EK-R (Statement of Witness (When Solatium is Paid to Victim))

Glossary

DISTRIBUTION:
Electronic Media Only

APPENDIX A

SAMPLE FORMAT FOR APPOINTMENT OF CLASS A AGENT AND SOLATIUM OFFICER

(Appropriate Letterhead)

Office Symbol

MEMORANDUM FOR

SUBJECT: Appointment of Class A Agent and Solatium Payment Officer

1. Appointment: Effective this date you are appointed as a Class A Agent to the (Finance and Accounting Officer or Finance Officer) and as a Solatium Payment Officer.
2. Authority: DODFMR Volume 5 (Disbursing Operations for Finance and Accounting Offices) and USFK Reg 526-11.
3. Purpose: To perform condolence visits and present solatium payments to (Payees' Name).
4. Period: Until relieved or released from appointment.
5. Special Instructions: Follow provisions of USFK Reg 526-11.

(Signature block of Commander)

SAMPLE

APPENDIX B

SAMPLE FORMAT FOR APPOINTMENT OF SOLATIUM PAYMENT WITNESS

(Appropriate Letterhead)

Office Symbol

MEMORANDUM FOR

SUBJECT: Appointment of Solatium Payment Witness

1. Appointment: Effective this date you are appointed as a Solatium Payment Witness.
2. Authority: USFK Reg 526-11.
3. Purpose: To witness Solatium payment to (Payees' Name).
4. Period: Until relieved or released from appointment.
5. Special Instructions: Follow provisions of USFK Reg 526-11.

(Signature block of Commander)

SAMPLE

APPENDIX C

**INSTRUCTIONS FOR PREPARATION OF SF 1034
(PUBLIC VOUCHER FOR PURCHASES AND SERVICES OTHER THAN PERSONAL)**

1. Voucher number (to be entered by the finance office).
2. Enter the name and address of the finance office.
3. Enter the date the voucher is prepared.
4. Disbursing station symbol number and APO of the finance office (to be entered by the finance office).
5. Enter the name of payee and the name and address of the solatium payment officer.
6. Give a description of the incident.
7. Enter the amount of the payment (in Won).
8. Check the "Complete" payment block.
9. Conversion to dollars and exchange rate (to be entered by the finance office).
10. Installation commander or the servicing judge advocate will sign as the "Authorized Certifying Officer."
11. Accounting classification and dollar amount (to be entered by the finance office).

Standard Form 1034 Revised October 1987 Department of the Treasury T MF 4-2000 1034-121		PUBLIC VOUCHER FOR PURCHASES AND SERVICES OTHER THAN PERSONAL				VOUCHER NO ①	
U.S. DEPARTMENT, BUREAU, OR ESTABLISHMENT AND LOCATION ② 175th Finance and Accounting Office-Korea Bldg 2254 APO AP 96205-0010				DATE VOUCHER PREPARED ③ 11/15/03		SCHEDULE NO	
PAYEE'S NAME AND ADDRESS ④ KIM, Ho Suk SMITH, John T., 000-00-0000 HHC, EUSA, Unit #12345, APO AP 96205-2345				CONTRACT NUMBER AND DATE		PAID BY ④	
				REQUISITION NUMBER AND DATE		DATE INVOICE RECEIVED	
						DISCOUNT TERMS	
						PAYEE'S ACCOUNT NUMBER	
SHIPPED FROM				TO		WEIGHT	
NUMBER AND DATE OF ORDER	DATE OF DELIVERY OR SERVICE	ARTICLES OR SERVICES (Enter description, item number of contract or Federal supply schedule, and other information deemed necessary)		QUANTITY	UNIT PRICE COST PER		AMOUNT
		SOLATIUM PAYMENT FOR: KIM, Sun Myong ① Describe Incident IAW USFK Reg 526-11					⑦ ₩500,000 Korean Won
(Use continuation sheet(s) if necessary)				(Payee must NOT use the space below)		TOTAL	⑦ ₩500,000 Korean Won
PAYMENT <input type="checkbox"/> PROVISIONAL <input checked="" type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL <input type="checkbox"/> PROGRESS <input type="checkbox"/> ADVANCE		APPROVED FOR ⑦ ₩ 500,000 = \$ ⑨ BY ② TITLE		EXCHANGE RATE ⑨ = \$1.00		DIFFERENCES	
Pursuant to authority vested in me, I certify that this voucher is		for payment		⑩ Commanding General, Eighth US Army (Date)			
HUNTING CLASSIFICATION							
⑪							
CHECK NO.		U.S. TREASURY		CHECK NUMBER		ON (Name of bank)	
CASH		PAYEE ③		PER		TITLE	

Previous edition usable

PRIVACY ACT STATEMENT

The information requested on this form is required under the provisions of 31 U.S.C. 820 and 820c, for the purposes of disbursing Federal money. The information requested is to identify the particular creditor and the amounts to be paid. Failure to furnish this information will hinder discharge of the payment obligation.

NSN 7540 00 900 2234

U.S. GPO

APPENDIX D

SIGNATURE CARDS

Signature Card for Installation Commander

1. NAME (Type or print) BROWN, Charles A.	2. PAY GRADE COL	3. DATE 11 NOV 03
4. OFFICIAL ADDRESS HHC, EUSA UNIT #12345 APO AP 96205-2345		
5. SIGNATURE		
6. TYPE OF DOCUMENT OR PURPOSE FOR WHICH AUTHORIZED To certify SF 1034's		
THE ABOVE IS THE SIGNATURE OF THE AUTHORIZED INDIVIDUAL		
7. NAME OF COMMANDING OFFICER (Type or print) CHARLES A. BROWN	8. PAY GRADE COL	
9. SIGNATURE OF COMMANDING OFFICER		

DD Form 577, MAY 88 (EG) *Previous edition may be used until exhausted.* **SIGNATURE CARD**
Designed using Perform Pro, WHS/DIOR, Oct 97

Signature Card for Judge Advocate

1. NAME (Type or print) QUICK, Jack B.	2. PAY GRADE LTC	3. DATE 11 NOV 03
4. OFFICIAL ADDRESS HHC, EUSA UNIT #12345 APO AP 96205-2345		
5. SIGNATURE		
6. TYPE OF DOCUMENT OR PURPOSE FOR WHICH AUTHORIZED To certify SF 1034's		
THE ABOVE IS THE SIGNATURE OF THE AUTHORIZED INDIVIDUAL		
7. NAME OF COMMANDING OFFICER (Type or print) PETER R. NEWMAN	8. PAY GRADE BG	
9. SIGNATURE OF COMMANDING OFFICER		

DD Form 577, MAY 88 (EG) *Previous edition may be used until exhausted.* **SIGNATURE CARD**
Designed using Perform Pro, WHS/DIOR, Oct 97

Signature Card for Witness

1. NAME (Type or print) CHONG, So Hee	2. PAY GRADE KGS-08	3. DATE 11 NOV 03
4. OFFICIAL ADDRESS HHC, EUSA UNIT #12345 APO AP 96205-2345		
5. SIGNATURE		
6. TYPE OF DOCUMENT OR PURPOSE FOR WHICH AUTHORIZED To witness solatium payment		
THE ABOVE IS THE SIGNATURE OF THE AUTHORIZED INDIVIDUAL		
7. NAME OF COMMANDING OFFICER (Type or print) CHARLES A. BROWN	8. PAY GRADE COL	
9. SIGNATURE OF COMMANDING OFFICER		

DD Form 577, MAY 88 (EG) *Previous edition may be used until exhausted.* **SIGNATURE CARD**
Designed using Perform Pro, WHS/DIOR, Oct 97

APPENDIX E

**ADDRESSES OF ROK DISTRICT COMPENSATION COMMITTEES
AND
US FOREIGN CLAIMS COMMISSION**

Designations and addresses of ROK District Compensation Committees handling SOFA Claims are as follows:

1. CENTRAL COMPENSATION COMMITTEE:

Central Compensation Committee	경기도 과천시 중앙동 1
Ministry of Justice	법무부
1 Chungang-dong, Kwachon-si, Kyongki-do	본부배상심의회, 전화 (02) 503-7041
Phone# (02) 503-7041	

2. SEOUL DISTRICT COMPENSATION COMMITTEE:

Seoul District Compensation Committee	서울특별시 서초구 서초동 1724
Seoul High Prosecutor's Office	서울고등검찰청
1724, Socho-dong, Socho-gu, Seoul 137-740	서울지구배상심의회, 전화 (02) 530-3628
Phone#: (02) 530-3628	우편번호 137-740

3. TAEJON DISTRICT COMPENSATION COMMITTEE:

Taejon District Compensation Committee	대전광역시 서구 둔산동 1390
Taejon High Prosecutor's Office	대전고등검찰청
1390, Dunsan-dong, So-gu, Taejon 302-709	대전지구배상심의회, 전화 (042) 470-3258
Phone#: (042) 470-3258	우편번호 302-709

4. TAEGU DISTRICT COMPENSATION COMMITTEE:

Taegu District Compensation Committee	대구광역시 수성구 범어 2 동 458-2
Taegu High Prosecutor's Office	대구고등검찰청
458-2, Bomo 2-dong, Susong-gu, Taegu 706-714	대지구배상심의회, 전화 (053) 740-4673
Phone#: (053) 740-4673	우편번호 706-714

USFK Reg 526-11

5. PUSAN DISTRICT COMPENSATION COMMITTEE:

Pusan District Compensation Committee	부산광역시 연제구 거제동 1501
Pusan High Prosecutor's Office	부산고등검찰청
1501, Goje-dong, Yonje-gu, Pusan 611-743	부산지구배상심의회, 전화 (051) 606-3274/5
Phone#: (051) 606-3274 or 3275	우편번호 611-743

6. KWANGJU DISTRICT COMPENSATION COMMITTEE:

Kwangju District Compensation Committee	광주광역시 동구 지산동 342-1
Kwangju High Prosecutor's Office	광주고등검찰청
342-1, Jisan-dong, Dong-gu, Kwangju 501-707	광주지구배상심의회, 전화 (062) 231-3263/4
Phone#: (062) 231-3263 or 3264	우편번호 501-707

7. INCHON DISTRICT COMPENSATION COMMITTEE:

Inchon District Compensation Committee	인천광역시 남구 학익동 278-1
Inchon District Prosecutor's Office	인천지방법검찰청
278-1, Hakik-dong, Nam-gu, Inchon 402-040	인천지구배상심의회, 전화 (032) 860-4674
Phone#: (032) 860-4674	우편번호 402-040

8. SUWON DISTRICT COMPENSATION COMMITTEE:

Suwon District Compensation Committee	경기도 수원시 팔달구 원천동 80
Suwon District Prosecutor's Office	수원지방법검찰청
80, Wonchon-dong, Paldal-gu, Suwon 442-703	수원지구배상심의회, 전화 (031) 210-4416
Phone#: (031) 210-4416	우편번호 442-703

9. CHUNCHON DISTRICT COMPENSATION COMMITTEE:

Chunchon District Compensation Committee	강원도 춘천시 효자동 356
Chunchon District Prosecutor's Office	춘천지방법검찰청
356, Hyoja-dong, Chunchon, Kangwon-do 200-716	춘천지구배상심의회, 전화 (033) 251-5432
Phone#: (033) 251-5432	우편번호 200-716

10. CHONGJU DISTRICT COMPENSATION COMMITTEE:

Chongju District Compensation Committee	충북 청주시 흥덕구 수곡동 93-1
Chongju District Prosecutor's Office	청주지방검찰청
93-1, Sugok-dong, Hungdok-gu, Chongju 361-704	청주지구배상심의회, 전화 (043) 299-4674
Phone#: (043) 299-4674	우편번호 361-704

11. ULSAN DISTRICT COMPENSATION COMMITTEE:

Ulsan District Compensation Committee	울산광역시 남구 옥동 635-3
Ulsan District Prosecutor's Office	울산지방검찰청
635-3, Ok-dong, Nam-gu, Ulsan 680-705	울산지구배상심의회, 전화 (052) 228-4673
Phone#: (052) 228-4673	우편번호 680-705

12. CHANGWON DISTRICT COMPENSATION COMMITTEE:

Changwon District Compensation Committee	경남 창원시 사파동 1
Changwon District Prosecutor's Office	창원지방검찰청
1, Sapa-dong, Changwon, Kyongnam 641-704	창원지구배상심의회, 전화 (055) 239-4436
Phone#: (055) 239-4436	우편번호 641-704

13. JONJU DISTRICT COMPENSATION COMMITTEE:

Jonju District Compensation Committee	전북 전주시 덕진구 덕진동 1416-1
Jonju District Prosecutor's Office	전주지방검찰청
1416-1, Dokjin-dong, Dokjin-gu, Jonju 561-705	전주지구배상심의회, 전화 (063) 259-4673
Phone#: (063) 259-4673	우편번호 561-705

14. JEJU DISTRICT COMPENSATION COMMITTEE:

Jeju District Compensation Committee	제주도 제주시 이도 2 동 950-1
Jeju District Prosecutor's Office	제주지방검찰청
950-1, Yido 2-dong, Jeju, Jeju-do 690-022	제주지구배상심의회, 전화 (064) 729-4568
Phone#: (064) 729-4568	우편번호 690-022

15. US FOREIGN CLAIMS COMMISSION:

US Armed Forces Claims Service, Korea
Unit #15311
APO AP 96205-5311
Civilian Tel: (0505) 738-8201
Military Tel: 738-8201

APPENDIX F

SAMPLE TEXT OF CONDOLENCE MESSAGE

(Appropriate Letterhead)

(Name) (성명)
(Address) (주소)

Dear Mr. _____: 선생님께

It is with great sadness that I have learned of the tragic death of your son, (name).
귀하의 아드님 (성명)이 비참하게 사망했다는것을 알고 본인은 애석함을 금치못합니다.

Personally, and on behalf of the United States Armed Forces, I wish to express my deepest
본인 개인적으로, 그리고 미군당국을 대신하여 귀하와 귀하의 가족에게 심심한 조위를 표합니다.
sympathy to you and your family.

I know this loss has brought extreme anguish to you. It is my hope that you may find some
귀하가 아드님을 잃으심은 귀하를 비통에 젖게 함을 본인은 압니다. 본인은 우리가 귀하의 슬픔을
measure of comfort and assurance in these words, and in knowing that your grief is shared.
함께하고 있다는 것을 아시고 이러한 말들이 귀하에게 얼마간이나마 위로와 자신감을 찾게 되기를
바랍니다.

Please accept my heartfelt condolences at this difficult and trying time.
이 어렵고 견딜 수 없는 시기에 본인의 진정어린 애도를 받아주시기를 간절히 바랍니다.

With deepest sympathy,
심심한 조의를 드리며,

(Signature of installation commander)
부대장의 서명

APPENDIX G

<p style="text-align: center;">STATEMENT OF WITNESS (When Solatium is Paid to Individual Other Than the Victim) (USFK Reg 526-11) (위문금이 피해자가 아닌 사람에게 지불된 경우의) 증 인 진 술 서</p>	<p>DATE: 일자:</p>
<p>I have this date witnessed payment of solatium in the amount of _____ won 상기 일자에 본인은 _____ (사건 년 월 일) (미군/카투사/한국 노무단원의 성명, 계급, to _____ who is (Name and Address of Payee) 이 관련된 사건에 관련된 _____ 군번 및 소속) (피해자의 성명) the _____ of _____ who was involved in an incident also (Relationship to Victim) (Name of Victim) 의 _____ 인 _____ (피해자와의 관계) (수령인의 성명 및 주소) involving _____ (Name, Rank, SSN and Organization of US/KATUSA/KSC) 에게 일금 _____ 을 지불하는 것을 목격하였음. on _____ The solatium was presented by _____ (Date of Incident) (Name, Rank, SSN and 위문금은 _____ 에 (성명, 계급, 군번 및 소속) _____ Organization) 의하여 지불되었음.</p> <p>The solatium payment officer advised the payee that the payment was made to demonstrate 위문금 지불 장교는 수령인에게 동 위문금이 동정의 표시로서 지불된 것이라는 점과, sympathy, that it does not preclude the victim from filing a proper claim through the local Republic 본 위문금 지불이 피해자로 하여금 대한민국 지구 배상심의회나 주한미군배상사무소에 정당한 of Korea district compensation committee or the US Armed Forces Claims Service, Korea, and 배상신청을 제기하는 것을 배제하는 것이 아니라는 점, 그리고 모든 배상 및 법률문제는 지역의 that all claims and other legal issues should be referred to the servicing Staff Judge Advocate or 법무참모실이나 주한미군배상사무소로 문의해야 한다는 점을 알려주었음. the U.S. Armed Forces Claims Service, Korea..</p>	
<p>Name of Witness 증인의 성명</p>	<p>Signature of Witness 증인의 서명</p>

USFK FORM 66EK-R, 1 FEB 84

PREVIOUS EDITIONS OF THIS FORM ARE OBSOLETE.

APPENDIX H

<p align="center">STATEMENT OF WITNESS (When Solatium is Paid to Victim) (USFK Reg 526-11) (위문금이 피해자에게 지불된 경우의) 증인 진술서</p>	<p>DATE: 일자: _____</p>
<p>I have this date witnessed payment of solatium in the amount of _____ won 상기 일자에 본인은 _____ (사건 년 월 일) _____ (미군/카투사/한국 노무단원의 성명, 계급, to _____ (Name and Address of Payee)</p>	
<p>군번 및 소속) who was involved in an incident also involving _____ (Name, Rank, SSN and 이 관련된 사건에 관련된 _____ (수령인의 성명 및 주소)</p>	
<p>_____ on _____ Organization of US/KATUSA/KSC) (Date of Incident) _____ 에게 위문금으로 일금 _____ 을 지불하는 것을 목격하였음.</p>	
<p>The solatium was presented by _____ (Name, Rank, SSN and Organization) 이 위문금은 _____ 에 의하여 지불되었음. (성명, 계급, 군번 및 소속)</p>	
<p>The solatium payment officer advised the payee that the payment was made to demonstrate 위문금 지불 장교는 피해자에게 동 위문금이 동정의 표시로서 지불된 것이라는 점과, sympathy that it does not preclude the victim from filing a proper claim through the local Republic 본 위문금 지불이 피해자로 하여금 대한민국 지구 배상심의회나 주한미군배상사무소에 정당한 of Korea district compensation committee or the US Armed Forces Claims Service, Korea, and 배상신청을 제기하는 것을 배제하는 것이 아니라는 점, 그리고 모든 배상 및 법률문제는 지역의 that all claims and other legal issues should be referred to the servicing Staff Judge Advocate or 법무참모실이나 주한미군배상사무소로 문의해야 한다는 점을 알려주었음. the U.S. Armed Forces Claims Service, Korea..</p>	
<p>Name of Witness 증인의 성명</p>	<p>Signature of Witness 증인의 서명</p>

GLOSSARY

Abbreviations

AFM	Air Force Manual
DOD	Department of Defense
DODFMR	Department of Defense Financial Management Regulation
FO	Finance Officer
FAO	Finance and Accounting Office
JAGINST	Judge Advocate General Instruction
KATUSA	Korean Augmentation to U.S Army
ROK	Republic of Korea
SJA	Staff Judge Advocate
SOFA	Status of Forces Agreement
U.S.	United States (of America)
USFK	United States Forces Korea
5AF	5 th Air Force